



# DEVELOPMENT / OPERATIONS PARTNERSHIP MEETING

**Wednesday, May 28, 2008**

**8:00 am – 4:00 pm**

**Location: HRDC – Grand Canyon One  
1130 North 22<sup>nd</sup> Avenue, PHX, 85009**

<b>Participants:</b>	ITD Group Managers, District Engineers, Sr. Project Managers, Other Stakeholders
<b>Facilitators:</b>	James Young and Evonne Aldana
<b>Please read:</b>	Review Past Meeting Notes & Tracking Sheet
<b>Please bring:</b>	Tracking Sheet
<b>Special Note:</b>	<b>Please RSVP to PEGGY in the State Engineer's Office by May 9th. Registration fee of \$10.00 per person provides lunch (pizza, wings, salad) and break refreshments.</b>
<b>Registration at 8:00 a.m.</b>	<b>Bring the \$10.00 Registration Fee with you to pay at the meeting.</b>

## ----- Agenda Topics -----

**Wednesday, May 28, 2008**

<b>8:00 - 9:00</b>	<b>Registration</b> Morning Drinks Include: Coffee, Juice and Water	
<b>9:00</b>	<b>Convene the Annual Dev/Ops Partnership Meeting</b> Welcome and Purpose of the Meeting Housekeeping; Review Agenda Announcements, Introductions and Recognition Review Charter; Ground Rules and PEP Results	Sam Elters James Young Sr. Leaders Floyd Roehrich
<b>9:30</b>	<b>What is New or Different?</b> Legislative Update (10 min) Administrative and Budget Update (20 min) ECS Update (15 min) Construction Issues and Audit (10 min)	Kevin Biesty Cynthia Mills Vivien Lattibeaudiere Julio Alvarado
<b>10:25</b>	<b>BREAK (20 min)</b> Coffee, Juice and Water	

<b>10:45</b>	<b>Presentations on important subjects</b>	
	Multi-Modal Planning Division Updates (15 min)	Rakesh Tripathi
	Framework Studies (10 min)	Victor Mendez
	Project Development Process Manual Update (15 min)	Vincent Li
<b>11:25</b>	<b>Status Reports from Current Task Teams</b>	
	Construction Change Orders (15 min)	Julio Alvarado
	Quality Improvement of Project Deliverables (20 min)	Irene Higgs
<b>12:00</b>	<b>WORKING LUNCH – (1 hour)</b> , pizza, wings, salad, etc.	
<b>1:00</b>	<b>Table Groups Generate New Issues That Need Resolution</b>	James Young
	New issues only, if it was discussed previously, it will not be discussed again. New issues will be limited to 1 per table. Each Table Group will reach consensus about any new issue they wish to present and assign a person to speak for their group. The issue is to be printed clearly on a card and posted	
<b>1:30</b>	<b>Table Groups Present Their Issue to Large Team</b>	James Young
<b>2:00</b>	<b>BREAK (20 min)</b> – Soda, Water and Cookies	
<b>2:20</b>	<b>Senior Leaders Respond to Issues, Determine Need for New Teams and Assign Team Leaders</b>	State Engineer & Deputies
<b>3:00</b>	<b>DEV/OPS Accomplishments &amp; Recognition</b>	Sam Elters
<b>3:20</b>	<b>Determine Next Steps, Meeting Date/Location</b>	James Young
<b>3:30</b>	<b>Closing Comments, Meeting Feedback and Partnership Feedback (PEP)</b>	Senior Leaders and Meeting Participants
<b>4:00</b>	<b>Meeting Adjourned</b>	

## **Important Information**

### **Resource persons:**

Evonne Aldana, ADOT Partnering Facilitator - Partnering Office.

**Submit power point presentations to Evonne no later than Friday, May 9.** Evonne can be reached at 602-712-8365.

Peggy Harding, State Engineer's Office. **RSVP your attendance to Peggy no later than Friday, May 9.** Peggy can be reached at 602-712-7391.